

Chilton, Wisconsin
December 15, 2020

The regular meeting of the Chilton Common Council held in the council chambers at the city hall was called to order at 6:30 p.m. with Council President Kathy Schmitzer presiding.

ROLL CALL:

Mayor Thomas J. Reinl and council member Andrew Deehr remotely. Council members Ron Gruett, Joe Schoenborn, Peggy Loose, Mike Goebel, Jon Kragh, Clayton Thornber and Kathy Schmitzer were present at roll call.

Other city officials present were Administrator David DeTroye, DPW Chris Marx, Library Director Glenn Whitcomb, and Chief of Police Craig Plehn. Also, in attendance Betty Schilling - Chilton Journal, Rick Jaeckels and David Kohls - Delta Publications (remotely). David Ferris - Ehlers and Associates was also connected remotely.

Those in attendance recited the Pledge of Allegiance.

Moved by Gruett, seconded by Schoenborn, and carried by unanimous voice vote to approve the minutes of the council meeting held on December 1, 2020.

NEW BUSINESS: Changing meeting order to accommodate David Ferris of Ehlers and Associates who was connected to the meeting remotely. Mr. Ferris gave a descriptive overview of the TID # 6 project plan and boundary amendment that was being proposed for council approval.

Motion to Approve/Deny Resolution #1846 – Moved by Gruett, seconded by Loose to approve resolution # 1846 - Approving an amendment to the project plan and boundaries of TID # 6. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

REPORT OF OFFICERS:

MAYOR: - Thomas Reinl – No Report

CITY ADMINISTRATOR: - David DeTroye – No Report

OPERATOR LICENSES: Leslie Occiano, Sheila Sohn, Deborah Ehlinger, and David Cline – all approved by the Police Department.

Moved by Goebel, seconded by Thornber and carried by unanimous voice vote to approve all the operator licenses.

Class B Beer and Liquor License – Two Pair of Dices LLC – 40 West Main Street

Moved by Thornber, seconded by Gruett and carried by unanimous voice vote to approve the Class b liquor and beer licenses.

DIRECTOR OF PUBLIC WORKS – Chris Marx

- Demolition of the former Chilton Plating building has started. Should be complete by Christmas.
- City crew did the first snow removal this past weekend with minimal issues. The street department did have to service 50 residential properties on 12/15/2020 because the sidewalks were not cleared as required by municipal code. All told 30 hours of manpower to complete.
- Aebl Schmitt – MB Company had the water service installed on their new expansion.
- RLTC Real Estate – Kaytee warehouse progressing nicely and is expected to be closed in by January 11, 2021.
- WI DNR Urban Forestry grant was approved. City will be working on removing dead or diseased Ash trees in city parks this winter.
- Negotiations with the County have started for the process of reconstructing Court Street from State Street West to Heimann.

Council member Gruett asked about trees in the river and the removal behind Chilton Plating. DPW Marx commented that the trees will not be removed at this time and that matter will be addressed during lake management planning.

Council member Goebel asked for the Court Street project timeline which is scheduled for summer of 2021.

November Financial Report – Moved by Thornber, seconded by Gruett to approve November financial statements. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

AUDIENCE PARTICIPATION: None

NEW BUSINESS:

Motion to Approve/Deny Ordinance # 1178 – Amending Ordinance # 985 – Administrator DeTroye and DPW Marx described to the council that only 3 single cemetery plots remain. Certain sections of the city cemetery are designated for single plot burial. DPW Marx advised the council that three additional sections (75, 78, 127) could be utilized for single burials.

Moved by Loose, seconded by Goebel to approve Ordinance # 1178 – Amending Ordinance # 985 and Chapter 21 of the Municipal Code of the City of Chilton. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Gruett, and Deehr all cast Aye votes. Council member Kragh abstain. 7 – 0 unanimous vote and carried.

Council member Thornber asked DPW Marx for clarification on the number of cremains that could be buried on a single plot. DPW replied with 1 casket and up to two cremains or four cremains urns per plat.

Administrator DeTroye lead the council through a series of handouts describing much of the new business that would follow on the agenda. Building permit fee increases, parkland dedication fee schedules, and the proposed building Inspector contract with Witkowski Inspection Services were all described in detail. Discussion ensued, and a question-and-answer session satisfied all the inquiries by council.

Resolution # 1847 – Establishing a new building permit fee structure.

Moved by Gruett, seconded by Loose to approve Resolution # 1847 – establishing a new building permit fee structure. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

Building Inspector Contract 2021 – Witkowski Inspection Services

Moved by Loose, seconded by Thornber to approve - Building Inspector Contract with Witkowski Inspection Services for 2021. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

Ordinance # 1179 – Ordinance Amending Chapter 17.03 (8.5) (b) of the Municipal Code - Establishing Parkland Fees

Moved by Thornber, seconded by Schoenborn to approve Ordinance # 1179 – Ordinance Amending Chapter 17.03 (8.5) (b) of the Municipal Code - Establishing Parkland Fees. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

Snowmobile Routes within City Limits – DPW Marx addressed council and presented a map of the proposed snowmobile trails within the City. The map has not changed from last year. Council member Gruett asked about liability of homeowners regarding trees in the river. DPW Marx clarified that the waterways are a public entity, and that the liability would not fall upon them.

Moved by Gruett, seconded by Loose to approve snowmobile trails within city limits. Unanimous voice vote and carried to approve.

Service Agreement with Cummins Sales & Service – City Hall Back-up Generator – DPW Marx explained to the council that this action had made its way through public works committee approval but was not acted upon. The generator requires the same maintenance as all others and the service provider is already under contract with the city for other units. The contract is for five years.

Moved by Thornber, seconded by Goebel to approve a Service Agreement with Cummins Sales & Service for the City Hall Back-up Generator. The agreement is for five years and has a total expenditure of \$6,284.97. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

Resolution # 1848 – Brandon Gillig Lien Subordination- Mr. Gillig holds a RLF loan with the city in the amount of \$5,000.00. He recently refinanced his house and elected to keep the note with the city, so the lien needs to be listed with his new bank.

Moved by Goebel, seconded by Gruett to approve Resolution # 1848 – Brandon Gillig Loan Subordination. Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

COMMITTEE REPORTS:

Public Safety - Special Event Application Permit – Administrator DeTroye, DPW Marx, and Chief of Police Craig Plehn reviewed the proposed application with the council. The new thorough document replaces a very simple “dated” application that was used in the past. A

question-and-answer session ensued to the satisfaction of the council. Council Member Thornber led a discussion regarding the need for additional charges if the application is made after the required sixty-day period. It was determined the price should be adjusted if the process needs to be expedited. Council Member Thornber also discussed the need to apply a 25% Administrative fee as required and passed by council.

Moved by Thornber, seconded by Goebel to approve the revised Special Event Application Permit noting changes as follows:

- 25% Administrative Fee be applied for services
- The \$25 application fee doubles if expedited before the 60-day required period.

Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

COMMUNICATOIN: Library Board minutes from 12/14/2020 were distributed to the Council. Council member Gruett commended the Library for the curbside service he received recently.

PAYMENT OF BILLS: Moved by Thornber, seconded by Goebel to pay all bills.

Roll Call Vote: Goebel, Loose, Thornber, Schmitzer, Schoenborn, Kragh, Gruett, and Deehr all cast Aye votes. 8 – 0 unanimous vote and carried.

ADJOURNMENT: Moved by Deehr, seconded by Loose to adjourn at 7:40 P.M.

Unanimous voice vote and carried to approve.

David DeTroye - City Administrator/Clerk/Treasurer